

Appendix F

SAFETY AND OCCUPATIONAL HEALTH OFFICE

1. Plans, develops and directs District safety and occupational health policies.
2. Administers (designs, develops, supervises, and monitors) the District Safety and Occupational Health Program IAW policies and objectives established under AR's 385-10, and 40-5, Engineer Regulations, and techniques prescribed by higher authority and national policy as appropriate.
3. Serves as a staff advisor to the District Commander and professional consultant and coordinator to command and staff elements concerning accident prevention management.
4. Evaluates implementation of the safety and occupational health program and develops adjustments to policies, procedures and techniques to achieve the necessary management and technical controls.
5. Conducts field, office safety, and industrial hygiene surveys to determine degree of compliance with safety and health program policies and procedures. Measures the effectiveness of supervisors in controlling hazards.
6. Develops District safety and occupational health policies and procedures; reviews implementing provisions and field applications to assure conformity.
7. Interprets safety and health codes, standards, policies, procedures, and requirements for District elements.
8. Develops and recommends appropriate District programs related to safety and health awareness, education, training, and promotional activities.
9. Develops District programs to identify and control hazards for the safety and health of personnel, property and the efficient continuation of operations.
10. Supervises District accident investigation and reporting procedures, analyzes, compiles, and disseminates data to identify trends and the need for new or revised procedures.
11. Serves as Technical Advisor on Boards of Investigation.
12. Provides District staff supervision of programs, such as operator equipment licensing, radiological safety, industrial hygiene, and occupational health.
13. Supports and assists the POD Safety and Occupational Health Office in development and conduct of safety projects and studies.
14. Conducts progressive research into District accident problems and corrective controls.

15. Manages the District safety awards program.
16. Monitors District requests for waivers of Occupational Safety and Health Act (OSHA), DOD Explosives Safety Board (DODESB), and National Safety Standards requirements.
17. Reviews project accident prevention programs, site safety plans, safety submissions such as asbestos, HTW and AHA, and DODESB actions for content and action.
18. Participates in preconstruction meetings, safety mutual understanding meetings and partnering conferences as requested.
19. Actively participates in the engineering design process, overseeing incorporation of industrial systems and explosive safety, OSHA, DODESB, fire protection, industrial hygiene, and human engineering considerations and requirements.
20. Assures annual Hazardous Material Inventory Update is completed and results are sent to the Division.
21. Monitors the District's Medical Surveillance Program.
22. Surveys District construction projects or in-house project work to assure that safety features essential and pertinent to the project are properly implemented and enforced.
23. Provides input for, and participates in, advanced planning, criteria and final design conferences to provide safety insight and technical guidance.
24. Monitors the District's contracted diving program, concurs on submitted and reviewed diving plans from the USACE Diving Coordinator (DDC); maintains certifications as required by EM 385-1-1 for review of plans and monitoring such activities.
25. Ensures timely and appropriate accident/complaint investigation.
26. Develops and implements countermeasures to control costs and minimize Federal Employees Compensation Act (FECA) claims. Assists supervisors and employees with completion and submission of FECA claims as requested in the absence of a FECA administrator.
27. Reviews project plans and specifications, evaluates potential for unique hazards during the construction process and incorporates appropriate safeguards in the contract.
28. Serves as the Radiological Protection Officer for the District.